

## **Fit for Battle Working Group**

Tuesday 26<sup>th</sup> February 2019 at 10.30 am at Battle Baptist Church (Manna House)

### **Present**

Battle Town Council – Cllr Glenna Favell (Convener)

Battle Health Pathway - Sue Burton, Vikki Cook

Battle Baptist Football Club – Colin Povey, Andy Garlick (minutes)

### **1. Apologies**

Cllr Jill Gyngell - BTC

Gary Walsh - BBFC (Walking Football)

Annette Buswell - Step-Up Sports Consultancy (released from this meeting)

### **2. Review of the minutes of 11<sup>th</sup> December 2018**

As agreed by e-mail. No changes required.

### **3. Update from BTC**

#### **Progress with actions**

Cllr Glenna went through the BTC actions listed at item 8 of the minutes of 11<sup>th</sup> December. Cllr Glenna explained that progress had been delayed due to her illness. There had not been enough space in the March BTC Newsletter to include the community consultation questionnaire re the new pavilion.

Actions completed since 11<sup>th</sup> December – BTC have:

- given BBFC a copy of the final agreed renewable license to hire Battle Rec (adult football pitch & pavilion);
- provided BBFC the measurements of the storage area in the new pavilion;
- liaised with BBFC over the Architect's design cost for the new pavilion.
- agreed proposals to seek tenders for the Pavilion & BHP at their Environment Committee meeting on 4<sup>th</sup> February.

This means that para 8 of today's minutes lists all of BTC's ongoing actions.

#### **Rother District Council**

Cllr Glenna informed the meeting that RDC had some Community Infrastructure Levy(CIL) money (income from house building) available for local Social Infrastructure projects. The meeting agreed that a recommendation should be made to BTC that CIL money could be requested from RDC to fund the Fit for Battle project - see BTC action 11 under para 8 below.

#### **Sport England**

Cllr Glenna suggested that BTC could apply for Sport England funds for the Fit for Battle project as a whole based on the number & variety of groups who use Battle Rec, including Battle Tennis Club, Born Ready Fitness, Guide Association etc – all of whom could be asked to provide letters of support.

The group welcomed this cohesive approach to funding applications. Vikki C provided a list of Guide Hut users: Rainbows (girls aged 5 & 6); Brownies (2 groups of girls aged 7 to 10); Guides (girls aged 10 to 14); Rangers (girls aged 14 to 18); Cosmic Star Gazers; Born Ready Fitness; Community Choir; plus other fund-raising residential/social events.

#### **4. Update from BHP**

##### Fund raising

The community funds raised remain at £17K, net of new income & expenditure. The following applications for funding are ongoing or under consideration:

- **Lottery Reaching Communities Fund** - progress is stuck following the application made in July 2018. The issue may be to do with the need for a joint meeting between BTC (as funding applicants), BHP & the LRCF. See BTC action 13 under para 8 below;
- **Rother Community Grant** – the RDC is due to decide BHP’s application at their Cabinet meeting on 11<sup>th</sup> March. Rother Cllr Kevin D had agreed to speak on BHP’s behalf. The minutes of Rother’s Scrutiny meeting on 28<sup>th</sup> January may have included a recommendation to the Cabinet. See BHP action 2 under para 8 below;
- **Pocket Parks** – but the application had to be made by 28<sup>th</sup> February, with money spent by 31<sup>st</sup> March;
- **Places to Ride** – voluntary groups & Town Councils can apply with decisions being made every 12 weeks. The BHP will meet three of the four criteria that a project has to meet: Traffic Free; Connecting Communities; Learning to ride a bike; Deprived Area. See BHP action 3 under para 8 below;
- **Sport England** – Annette B had identified this funding for the Cycle Skills Area. See BHP action 4 under para 8 below

##### Construction & timing issues

We agreed that the following ongoing issues should be reviewed and retained in the notes of each meeting going forward:

- a. the management of the different contractors working on the Fit for Battle project;
- b. whether contractors would have access to do the work in “one hit” to reduce time & costs, including equipment hire? This information would need to be built into the tender process;
- c. the need for work information/update signs at all entrances to Battle Rec;
- d. the need for a letter to the Guiding Association & all Guide Hut users to make them aware of the impact of the work (eg: on Guide activities & car parking). This depends on answers to the tendering questions, including the impact on access to Battle Rec during the work period;
- e. whether Fit for Battle would be liable to pay the costs incurred by existing users of Battle Rec – ie: in hiring alternative locations for their activities;
- f. would the Pavilion work be completed before the work on the Pathway is started? This depends on the timing of available funding;

- g. would we go with the Contractor who can complete the work in the shortest time from the earliest date?
- h. the issue of heavy vehicle access, including cranes locating a modular build;
- i. would one project manager be able to oversee both Pavilion & Pathway projects?

#### Energise Sussex Coast

Sue B suggested that BTC register with Energise Sussex Coast, a non-profit society that can provide community groups with renewable energy sources – eg: solar panels that could be incorporated in the roof of the new pavilion. See BTC action 12 under para 8 below.

### **5. Update from BBFC**

#### Football Funding for the new pavilion

Colin P went through the latest pavilion plans, alongside the e-mail of 25<sup>th</sup> February from Stuart Lamb (Football Foundation) – see **Annex A** to today's notes, setting out the e-mail exchanges between Stuart L & Cllr Glenna re funding for the new pavilion from the Football Foundation.

Taking Stuart L's points in turn:

- thanks to Annette B's work, BBFC were fully aware that Football Stadia Improvement funding is only accessible to Clubs at Step 7 County football level. By 31<sup>st</sup> March, BBFC are to apply to enter Step 7 for the 2019/20 season;
- re the football Foundation funding, the rationale for the separate Café & Clubroom areas can be explained. However, we need to check whether the FF require access to an internal WC from the Clubroom, which will be mainly used after matches;
- the relocation of the doors for both the team changing areas & the officials' changing areas – so doors are not opposite each other – should:
  - address the safeguarding risks identified with the current plans for the new pavilion;
  - negate the need for any additional privacy lobbies by each door to the changing areas, & therefore remove the need to increase the overall footprint of the new pavilion. The size of the changing areas in the latest plan for the new pavilion meets Step 7 ground grading requirements.

It was:

- noted that the FF did not contest that Battle Rec had 3 pitches as identified in Cllr Glenna's e-mail of 1<sup>st</sup> February;
- agreed to ask Annette B to respond to Stuart L as above, & arrange a meeting with Craig Low (Technical Project Manager for the FF) & the Architect to ensure the updated plans for the pavilion meet FF requirements. The Architect can advise whether the updated plans need to be resubmitted to RDC for additional planning permission. See Step Up Sports action 2 in para 8 below.

#### Walking Football

BBFC are to publicise Walking Football more widely in the Spring – ie via RDC & Doctor's surgeries.

### Defibrillator

Annette B secured £900 from Hastings Direct. The BTC EC on 4<sup>th</sup> February agreed to provide additional funds for the new defibrillator at Battle Rec. BTC are purchasing & locating the defibrillator. Hastings Direct are to progress publicity plans once the defibrillator is in place.

### SportsReach

BBFC, in partnership with Battle Baptist Church & the SportsReach Charity, plan to run the 11<sup>th</sup> annual football & netball school in the first week of the Easter holidays (10<sup>th</sup> to 14<sup>th</sup> April) for boys & girls aged 7 to 14 of all abilities, & from all backgrounds. As local co-ordinator, Andy G took on board Vikki C's point that – post FfB work - future SportsReach events could be run at Battle Rec (including use of the Guide Hut).

### **6. Update from Step Up Sports**

Not needed at this meeting.

### **7. Media & Community Communication**

Since we met on 11<sup>th</sup> December, the Battle Observer have:

- published a large article on the BHP, & another on a table sale to raise funds for the BHP;
- continued to publicise BBFC on a weekly basis in its sports coverage.

Also see BTC actions 9 under para 8 below.

### **8. Actions to progress the “Fit for Battle” project**

#### **BTC**

1. Longevity of existing pavilion - to secure from the Architect the information needed for Football Funding purposes. (BTC awaits Sussex FA's response regarding the need for the details of the report required - eg: a building survey). **BTC** to provide the current running costs of the existing pavilion – eg: maintenance & utility costs.

*Post meeting note: - The annual running costs were reported to Stuart Lamb (FF) on 9<sup>th</sup> Jan 2019. See Annexe A. The question of the need for a building survey has not been addressed.*

2. Pavilion quotes – **BTC** to request quotes for both Traditional & Modular builds at Tender.
3. Apportioning specifications and costs for separate for the Café & Football changing areas to be able to apportion costs of each area for funding bid purposes – **BTC** to request this in the Tender.
4. Costs relating to demolition of Pavilion – **BTC** to request this in the Tender.
5. Potential project management of the build – **BTC** to ascertain costs.
6. Café - costs for the fit-out & running costs/income need to be prepared prior to bids to funders. **BTC** to send this information to Annette.
7. Tender processes – once specifications drawn up, identify tender timetables & carry out the tender process for the:

- Pavilion - separate tenders for the Café & Football areas. As the BTC EC have agreed the costs to prepare the tendering documentation for the new pavilion, **Annette B** to find out from the Football Foundation if they want to undertake the Tender process (including consultation over building regulations) – ie: to reduce cost & time & ensure FF standards are met;
  - Pathway & Cycle Skills Area - BHP have finalised their plan & received specifications ready for the tender process. **BTC** to action Tender process.
8. Annette B's fees re BBFC - **Cllr Glenna & Cllr Jill** to talk with Carol H about the report to the December BTC EC – ie that BBFC had reneged on the Club's agreement to pay the cost of drawing up the Football Development Plan for Battle. Colin P had:
- explained why this was not the case, but also did not want to jeopardise relations with BTC;
  - requested BTC EC be updated on the issue.
- The Working Group had accepted that any BTC costs associated with the FDP would come out of existing BTC funds allocated to the Fit for Battle project.
9. Community consultation for the pavilion – during March, **BTC** to:
- consult local schools, football organisations & local residents during March;
  - and give the feedback to **Annette B** to use to support funding bids. (Also see Annette B action 1 below);
  - draft an article on the pavilion consultation process for the Battle Observer. **Cllr Glenna** to liaise with Carol H.
  - consult the Parish Assembly in April
10. Media & Community Communication – **Cllr Glenna** to:
- e-mail to the FfBWG the letter of complaint (re youth pitch) & BTC's reply (published in the Battle Observer); See annexe B
  - ask Kay Gates to update the artist's impression of the "new" Battle Rec with another figure to reflect the inclusivity of the plans;
- Post meeting note – this has been provided to BHP project group.*
11. RDC Community Infrastructure Levy – **Cllr Glenna** to recommend to BTC that they apply for CIL money, which is allocated for local Social Infrastructure projects, to fund the Fit for Battle project.
12. Energise Sussex Coast - **BTC** to discuss whether to register with ESC to provide the new pavilion with solar panels.
13. Lottery Reaching Communities Fund – **BTC** to write to Lottery Board to ask for:
- the reasons for the delay in processing the funding application;
  - & a definite date for a decision.

#### **BHP**

1. Lottery Funding – **Sue B** to set up a meeting with the Lottery (RC) & Lottery Heritage Funders & BTC.

2. Rother Community Grant – **Sue B** to check the minutes of Rother’s Scrutiny meeting on 28<sup>th</sup> January – to see if they recommended BHP’s application for funds to Rother’s Cabinet.
3. Places to Ride - **BHP** to decide whether to apply for funding themselves with help from Annette B, or ask BTC to take the lead.
4. Sport England – **Sue B** to research funding application.

#### **BBFC**

1. BBFC to apply for Step 7 County football by 31<sup>st</sup> March (to access the Football Stadia Improvement Fund during the 2019/20 season).

#### **Step Up Sports**

1. Community consultation for the pavilion – **Annette B** to provide Cllr Glenna with a list of football organisations for BTC to consult with.
2. Football Foundation - **Annette B** to respond to Stuart L’s e-mail of 25<sup>th</sup> February, & arrange a meeting with Craig Low (Technical Project Manager for the FF) & the Architect to ensure the updated plans for the pavilion meet FF requirements. **Architect** to advise whether the updated plans need to be resubmitted to RDC for additional planning permission.

*Post meeting note: As BTC would need to agree to any additional costs - architect's fees, possible further planning permission etc. - before they are incurred, Cllrs Jill and Glenna will discuss this with Carol before any action is taken. BTC may arrange the meeting with Craig Low.*

#### **9. Date of next meeting**

Tuesday 2<sup>nd</sup> April at 10.30 am at Battle Baptist Church (Manna House).

Dear Glenna

Apologies for the delay. We are very busy at present with priority projects that we've been working with. I think there may be some confusion here.

Funding for clubs to meet ground grading criteria (**Football Stadia Improvement Fund**) is only available for clubs currently playing within the National League System and at step 7, would be a maximum grant of £50k for a project including changing rooms. However, it is my understanding that there's no club at that level playing at the site at present. Therefore, the compliance to ground grading is really just to future proof the building, but there will be no funding eligible for this. Please correct me if I'm wrong here.

The separate funding through **Football Foundation** is very much linked to outcomes, growth of youth football, disability provision and there may be some potential for funding towards the building for this. Although the changing rooms now have 2 wc's, 2 whb's, 4 showerheads, there are still some design issues. I've discussed these with Craig Low (Technical Project Manager) and these are as follows:

- 1 There are still clear site-lines into both the team changing and official changing rooms, which pose a child protection risk. There needs to be privacy lobbies provided to prevent this.
- 2 What is the rationale for providing both the café /community area and the clubroom? These would be better located together, with use of partition if necessary. At present, if you are using the clubroom and need to go to the wc, you have to go outside the building to then access the wc's (it's not practical to walk through the changing room corridor).
- 3 With the addition of the privacy lobby's, each changing room has to provide 16sqm of available changing space, excluding the lobby.
- 4 If the changing rooms are to be future-proofed for step 7 compliance, the above needs to be 18sqm of available changing space to meet ground grading requirements.

Craig is more than happy to discuss in more detail with the project architect directly.

Kind regards

**Stuart Lamb**

Engagement Manager (South)

The Football Foundation

.....  
**From:** Cllr Glenna Favell

**Sent:** 01 February 2019 07:01

**To:** Stuart Lamb

**Cc:** Carol Harris; Annette Buswell; Church Office; Cllr Jill Gyngell

**Subject:** Re: Battle Recreation Ground changing pavilion

Dear Stuart

Thank you for your reply which left me feeling very despondent.

Our site currently has three areas for football:

- A senior pitch
- A junior pitch, which has recently been levelled and is soon to be re-seeded

- A MUGA, which is currently used for 5-a-side and walking football. It is hoped that the MUGA and the junior pitch will be used for football for the disabled (in the Development Plan for Battle) in the not too distant future.

A Development Manager from Sussex FA arranged for the initial plans to be reviewed by the Football Foundation. Following this, the plans were adjusted to meet the suggested improvements, such as not having the stepped entrance at the back of the changing pavilion, having a kitchenette in the clubroom etc.

A Development Manager from Sussex FA, informed us that the facility plans were considered to be compliant by the Football Foundation for ground grading purposes.

The current plan has two WCs, two hand washbasins and four shower cubicles in each team room with "C" shaped player seating. There are also two changing rooms for officials, each with WC, hand washbasin and shower.

The Club Room has a kitchenette. During matches, the accessible WC can be reached via the covered walkway leading from the Club Room to the Café, entering through the café or the outside entrance by the Guide Hut.

Currently, the project has £30,000 allocated from the Town Council. The pre-tender estimate is £220,000.

We were planning to apply for additional small grants, but had pinned our hopes on major assistance from the Football Foundation and FA. Please could you suggest a suitable route to obtain grant funding in order that football can be developed further for the benefit of the residents of Battle and surrounding villages.

Kind regards  
Glenna

.....  
**From:** Stuart Lamb <[stuart.lamb@footballfoundation.org.uk](mailto:stuart.lamb@footballfoundation.org.uk)>  
**Sent:** 30 January 2019 11:55:18  
**To:** Cllr Glenna Favell  
**Cc:** Carol Harris; Annette Buswell; 'Paul Saunders'; Craig Low  
**Subject:** RE: Battle Recreation Ground changing pavilion

Dear Glenna

Apologies for the late reply.

It is my understanding that this site currently has 1 adult pitch and the intention is to create an additional junior pitch, is this correct? I have to be up front and comment that any sites with less than 3 pitches are very difficult to achieve significant funding, as the outcomes on these sites are limited. Please can you confirm what the current funding shortfall on the project is?

In the meantime, I have received the following feedback from Craig Low (Technical Project Manager).

For a potential Football Foundation application the changing rooms should be designed to provide a privacy lobby, 16sqm of usable changing area, 2 wc's , two whbs and four showers. The layout

should be in the preferred “C” shaped player seating. The officials’ changing room should provide a privacy lobby, 5sqm of usable changing area, one wc, one wash-hand basin and one shower. There should be separate self-contained room, with one wc, whb and one shower, where an official could change if both male and female officials are present. (example changing room layout attached)  
The current lay out does not provide accessible toilet facilities from the Clubroom or a suitable kitchen area. There is a kitchen in the café community area and it would be preferable to locate the Clubroom / Café community area together here. Both areas could be divisible with movable partitions if required. The kitchen could also have an external serving hatch for serving teas and coffees etc.

If the proposal is for a team to be based here that plays in National League System, for Football Stadia Improvement Fund / Ground grading requirements the team changing room would need to provide 18sqm of usable changing area, one wc, one whb and four showers. The officials changing room would need to provide 6sqm of usable changing area, one wc, one whb and one shower. The layout of the player seating would be not be a concern. There should be separate self-contained room, with one wc, whb and one shower, where an official could change if both male and female officials are present.

I have also attached some examples of two team changing pavilions with Clubroom.

Kind regards

**Stuart Lamb**

Engagement Manager (South)

The Football Foundation

---

**From:** Cllr Glenna Favell [<mailto:CllrGFavell@battletowncouncil.gov.uk>]

**Sent:** 09 January 2019 08:38

**To:** Stuart Lamb

**Cc:** Carol Harris; Annette Buswell

**Subject:** Battle Recreation Ground changing pavilion

Dear Mr Lamb

I understand from Annette Buswell that you need certain information in order to be in a position to consider whether it is possible for the Football Foundation to offer financial support for the rebuilding of the changing pavilion at Battle Recreation Ground (the Rec). This is where we are so far

...

- Plans of the proposed new Pavilion for which the local authority has granted planning consent are attached - elevations, floor plan and site plan

- The site layout showing the pitch configuration can be seen on the attached Google Map - both senior and junior pitches

- Information regarding partnership for the project - Battle Town Council(BTC) has budgeted for £30,000 over three years - £10k in each of the financial years 2018/19, 2019/20 and 2020/21. Fees for the professional services for the project are paid from this fund (architect's fees, planning fees, structural engineer's fees, tender process, project management etc.)

- A quote of £595.00 to undertake a detailed condition survey of existing building has now been received. This could be done during January, but as this would eat further into the budget, please would you be kind enough to confirm if this is essential. In the meantime, I will attach details of the

condition of the Pavilion, which also explains why it needs to be extended in order to accommodate the facilities required by the FA, together with an informal report from the architect.

- An estimated cost of the project suggested by Annette has been used so far. In order to reduce the cost of professional fees, the actual costs for both traditional build and modular build were going to be obtained during the tender process. Please could you advise whether we need to obtain a formal estimate of elemental costs in order to inform your deliberations.

- The annual running costs include £492 for utilities, approximately £2,000 for cleaning and £200 for maintenance. Although it became clear that refurbishment/modernisation of the whole pavilion had become necessary, it was deferred when the possibility of rebuilding was first considered.

I hope that the above information is helpful. Please would you be kind enough to let me know as soon as possible whether BTC needs to:

- undertake a detailed condition survey
- commission a formal estimate of elemental costs before the tender process starts
- undertake the tender process or if you would prefer that the Football Foundation undertakes this in the event that it can offer financial help
- provide any other information.

Kind regards,  
Cllr Glenna Favell

### Path will benefit all, not just a few

It is so disappointing to see Battle Town Council endorsing another project which will benefit the elite few rather than the many. Another football pitch on the Recreation Ground?

Whilst I am totally in favour of encouraging more activity in sport, the reality is that this facility will be used only several times a week by a few children lucky enough to be part of a football club.

Those players will be able-bodied and generally from financially stable families, who have the wherewithal to kit their children out in the required uniform and transport them to the games.

Conversely, the Battle Health Pathway remains under-funded and a distant dream at this stage.

Yet a suitable path around the Recreation Ground would be used by wheelchair users, the elderly, young cyclists in training, the adults and children in need of a safe place to run and almost EVERY pocket of this diverse community. It would be a facility that would appeal to the WHOLE population and would benefit every member of this town, unlike another football pitch. Another case of excessive money granted to the football arena or a gross lack of support for the wider community and the individual, specific needs that encompasses? I find the lack of a cohesive and all-inclusive approach to the use of our valuable Recreation Ground very disturbing. Who is making these decisions?

**DEBORAH WINCHESTER**  
Saxonwood Road  
Battle

### Space will have something for all

In response to the letter about the Battle Health Pathway (BHP), Battle Town Council would like to take the opportunity to publicise our plans for the Rec more widely.

The BHP, a Battle Local Action Group project, has been supported by the council since its inception.

Indeed, any plans for the Rec during the past four years have taken the route of the proposed pathway into account.

The BHP project requires specialist technical advice and a great deal of money to build and the council is working with the project group to secure funding to build the whole pathway as it has been planned.

The council is fully behind this project and has committed £10,000 per year for three years towards its provision. The same amount is allocated to a replacement, enhanced Pavilion on the Rec.

The council has also committed to installing outdoor gym equipment once the BHP is in place.

Although the junior football pitch was already in use, it needed to be levelled, so this work had to be completed before the Health Pathway could be built. The levelled area will be great for kick-about for youngsters and their carers.

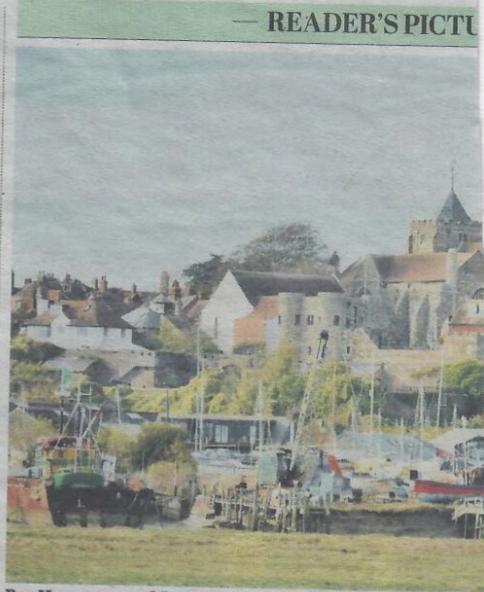
It will be used by the newly-formed over 50s walking football group and for the (mentally and physically) disabled to enjoy playing team games, too.

Youth groups will be able to enjoy playing rounders and other outdoor activities on a more even surface. It will also benefit local groups who put on community events.

The cost is relatively small, given the increased potential for its use, and has been part funded by a Rother District Council Community Grant.

The council is working hard to ensure that all residents and visitors to the town are able to enjoy our wonderful Recreation Ground. Castle-themed play equipment has been installed for younger children, with springers and a boat for imaginative play.

An aeroskate has been



Bev Ham captured 'beautiful Rye' in this colourful photograph. Readers can submit their photographs for consideration via attachment to [rye.battle@jpress.co.uk](mailto:rye.battle@jpress.co.uk).

### READERS' CHARTER

This newspaper is built on a tradition of accuracy and fairness, giving you the information you need to understand our world, holding power to account and exposing injustice. Our trusted brand means we are the only place where you can read and participate in honest debates. We are committed to giving a voice to those who struggle to be heard as well as those whose profession is crafting an argument. Our Readers' Charter spells out our commitment to you. You can read the Charter online at [ryeandbattleobserver.co.uk](http://ryeandbattleobserver.co.uk)

### Observer

installed by the swings for older children to enjoy.

Following consultation with the community, an outdoor table tennis table, a

### — READER'S PICTURE

pétanque piste and a youth pod are currently in various stages of action. These improvements are the result of donations and grants.

The Health Pathway Group are constantly working to raise funds and support with this from your readers would be most welcomed.

**BATTLE TOWN COUNCIL**  
The Almonry, High Street  
Battle

### We are in better position to vote

I can understand Cindi Cogswell's frustration at the prospect of a second referendum on EU membership (Observer, November 16).

The idea is bound to be unwelcome to any Brexiteer.

But I am unashamedly a Remainer and I thought the issue had been settled in the first (1975) referendum.

If there was an argument for a second referendum in 2016, I don't see why there cannot be a case for a third one now.

It is a lot clearer what the full implications are of our withdrawing from the EU.

I don't recall much